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Bureau of Education"
Compts of Isaac P. Ford

ARTICLES OF INCORPORATION,

1876

CONSTITUTION

Rec'd.

AND

BY-LAWS

OF THE

AMERICAN NUMISMATIC

AND

ARCHÆOLOGICAL SOCIETY.

2730

FOUNDED 1857.—INCORPORATED 1865.



NEW YORK:
TORREY BROTHERS, PRINTERS, EMPIRE STEAM PRINTING ESTABLISHMENT,
No. 18 Spruce Street.

1865.

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These By Laws were thoroughly revised in 1876 but the Revision awaits the Printer.

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CERTIFICATE OF INCORPORATION

U. S. Internal Revenue Stamp five cts., cancelled.

OF THE

AMERICAN NUMISMATIC AND ARCHÆOLOGICAL SOCIETY.

THIS Certificate of Incorporation, made this sixteenth day of May, 1865, *Witnesseth*, that we whose names are hereunto subscribed, have associated, and by these presents do associate ourselves, under and in pursuance of the requirements of the laws of 1848, of the State of New York, Chapter 319, entitled "An Act for the Incorporation of Benevolent, Charitable, Scientific, and Missionary Societies," and the Acts amendatory thereof.

I.

The corporate name by which this Association shall be known in law is "The American Numismatic and Archæological Society."

II.

The particular business and objects of this Association shall be the collection and preservation of coins and medals, the investigation of matters connected therewith, and the popularization of the science of Numismatology; also the collection, examination, and elucidation of the antiquities of this and other countries.

III.

The number of managers of the business of the association shall be eight.

IV.

The names of the persons who are to manage the business of this Association during the first year of its existence are: FRANK H. NORTON, President; GEORGE H. PERINE, 1st Vice-President; ISAAC J. GREENWOOD, JR., 2d Vice-President; JAMES OLIVER, Recording Secretary; F. AUGUSTUS WOOD, Corresponding Secretary; JOHN HANNA, Treasurer; FRANK LEATHE, Librarian, and EDWARD GROH, Curator.

V.

The place of business or principal office of this Association shall be located in the city of New York.

FRANK H. NORTON,
ISAAC J. GREENWOOD, JR.,
JOHN HANNA.
JAMES OLIVER,
F. AUGUSTUS WOOD,*
FRANK LEATHE,
EDWARD GROH,
DANIEL PARISH, JR.,
WM. WOOD SEYMOUR.

In the presence of JOS. K. MURRAY.

* now Isaac F. Wood (1876)

State of New York,
City and County of New York, } ss.:

On this sixteenth day of May, in the year 1865, before me personally appeared FRANK H. NORTON, JOHN HANNA, JAMES OLIVER, F. AUGUSTUS WOOD, EDWARD GROH, WM. WOOD SEYMOUR, and DANIEL PARISH, JR., to me known to be the persons described in and who executed the foregoing certificate, and severally acknowledged to me that they executed the same; and on the 24th day of May, in the year 1865, before me came personally FRANK LEATHE, and on the 25th day of May, in the same year, before me came personally ISAAC J. GREENWOOD, JR., and the said LEATHE and the said GREENWOOD were to me known to be the persons described in, and who executed the foregoing certificate, and severally acknowledged to me that they executed the same.

JOHN WHIPPLE, JR.,
Notary Public,
N. Y. City and County.

I hereby approve of and consent to the filing of the within Certificate of Incorporation of the American Numismatic and Archæological Society, in the office of the Secretary of State of New York, and in the office of the Clerk of the City and County of New York.

June 7th, 1865.

D. P. INGRAHAM,
Justice of the Supreme Court,
Of the First Judicial District.

Endorsed and filed June 8th, 1865.

State of New York,
City and County of New York, } ss.:

I, WILLIAM C. CONNER, Clerk of the said City and County, do certify that I have compared the preceding with

the original Certificate of Incorporation of the American Numismatic and Archæological Society, on file in my office, and that the same is a correct transcript therefrom, and of the whole of such original.

U. S. Internal Revenue Stamp five cts., cancelled.

In witness whereof I have hereunto subscribed my name, and affixed my official seal, this 8th day of June, 1865

WM. C. CONNER, *Clerk.*

STATE OF NEW YORK,
OFFICE OF THE SECRETARY OF STATE.

This is to certify that the Certificate of Incorporation of the American Numismatic and Archæological Society, with acknowledgement thereto annexed, was received and filed in this office on the 8th day of June, 1865.



Witness my hand and seal of office of the Secretary of State, at the city of Albany, this eighth day of June, one thousand eight hundred and sixty-five.

CHAUNCEY M. DEPEW,
Secretary of State.

OFFICERS ELECTED MARCH, 1865.

FRANK H. NORTON (59 West 45th St.) . . *President.*

Dr. GEO. H. PERINE (6 E. 22d St.) . . 1st. *Vice-President.*

I. J. GREENWOOD, Jr., (142 W. 14th St.) 2d "

JAMES OLIVER (554 Broadway) . . *Recording Secretary.*

F. AUG. WOOD (47 West 31st St.) . *Corresponding* "

JOHN HANNA (75 William St.) . . . *Treasurer.*

FRANK LEATHE (697 Broadway) . . . *Librarian.*

EDWARD GROH (30 Rose St.) *Curator.*

CONSTITUTION.

ARTICLE I.

This Association shall be known as the "American Numismatic and Archæological Society."

ARTICLE II.

It shall be the province of this Society to investigate the subjects of coins and medals, to collect specimens, to popularize the science of numismatology, and to impart such information to the public concerning these and kindred topics as may be desired, and in its power to afford.

It shall also collect, examine, and elucidate the antiquities of this and other countries, to the end that, in so far as lies within its power, those landmarks of preceding ages shall be carried down to the end of time, with their full meaning eliminated, and their full usefulness as sources of history preserved to them.

And, whenever it shall be so resolved, the Society shall lay before the public, for its interest or instruction, such facts as may have been obtained in the pursuance of these objects, and in such manner as may be devised.

ARTICLE III.

Membership of this Society shall be of three classes—Resident, Corresponding, and Honorary.

Propositions for resident membership shall be made in writing by resident members of the Society, in good standing, and shall in all cases be accompanied by the initiation fee, and dues for six months. Such propositions shall be acted upon at the meeting next succeeding that at which they are made. Elections shall be by ballot, three black balls excluding from membership. No person so excluded can be again proposed until six months after the date of his nomination, and no one twice black-balled can ever become a member of the Society.

Resident members alone shall be entitled to vote or to hold office, and any person residing within twenty-five miles of New York city shall be eligible to resident membership.

Corresponding members may be elected *viva voce* at any regular meeting of the Society, on nomination by a resident member in good standing. They shall not be required to pay initiation fee or dues, but will be charged a fee for Certificate of Membership, not to exceed at any time the sum of Five Dollars.

They will also be expected to correspond with the Corresponding Secretary of the Society, at intervals not exceeding three months, on topics relating to the objects for which the Society is established.

Honorary members may be proposed at any regular meeting, and elected at the meeting following. Every such election must be unanimous. There shall not be at one time more than fifty honorary members of this Society, of which number the Director of the Mint shall at all times be counted *ex officio* as one.

All members shall be entitled to admission to the rooms of the Society, and, on application to the Curator, to inspection of its property. Any member may introduce a friend at any except special meetings.

ARTICLE IV.

The officers of this Society shall comprise a President, two Vice-Presidents, Recording Secretary, Corresponding Secretary, Treasurer, Curator, and Librarian. They shall be elected annually, by ballot, at the last meeting in March.

ARTICLE V.

This Society shall possess a Seal and Certificate of Membership.

ARTICLE VI.

All donations in money, and all money received from life members, must be invested by the Treasurer, under the direction of the Society, and every donation of money, to the amount of more than Fifty Dollars, shall be funded in the name of the donor. The money thus invested will constitute a permanent fund, of which only the interest can be expended.

ARTICLE VII.

No resident member of this Society shall be considered in good standing whose dues shall have been in arrears for more than six months, and the name of any member whose account with the Society shall have remained unsettled longer than a year shall be stricken from the rolls, and he shall be considered to have forfeited his membership.

ARTICLE VIII.

By-laws for the further regulation of this Society shall be enacted from time to time, as they may appear to be required.

ARTICLE IX.

All questions involving the expenditure of money must, on being returned with the approval of the Finance Com-

mittee, receive a two third vote of all the members present or the same shall be lost. Such questions, however, may be carried over the negative report of the Committee by the same vote.

ARTICLE X.

This Constitution shall not be altered or amended except by consent of three-fourths of the resident members of the Society, on the request of one-third of all the resident members, submitted one month previous to any vote being taken thereupon.

BY-LAWS.

CHAPTER I.

OF OFFICERS.

1st. The PRESIDENT shall preside at all meetings of the Society, shall decide all points of order, subject to appeal, and shall have a casting vote. He shall appoint all Committees authorized by the Society, unless otherwise specially ordered.

In the absence of the President, his position shall be supplied by one of the Vice-Presidents, or in their absence by a chairman appointed *pro tempore*, on whom shall devolve all the duties of the office.

At the annual meeting, on the second Thursday in April, the retiring President shall address the Society, embodying in his remarks a summary of the reports of the other officers, and such other matters as he shall deem worthy the consideration of the Society.

In deciding all questions not otherwise specially provided for in the Constitution and By-Laws, the President shall be governed by the rulings as laid down in Jefferson's Manual.

2d. The RECORDING SECRETARY shall take and preserve exact minutes of the proceedings of each meeting of the Society, which he shall, on approval and adoption, cause to be

copied into a book devoted to that purpose. He shall notify all new members of their election, all resident members of the time for meetings, and all Committees of their appointment. He shall also keep the original Constitution and By-Laws of the Society, with the List of Members appended, taking note of all resignations and other changes which may occur, and recording them in their proper place.

3d. The CORRESPONDING SECRETARY shall conduct the correspondence of the Society, keeping the originals of the letters received and copies of his own replies in books prepared for the purpose. He shall acknowledge all donations by letter, and shall report his transactions at each meeting of the Society, and in an annual report at the last meeting in March.

4th. The TREASURER shall receive and take charge of all the funds of the Society, and shall make all collections and payments of money. He shall also have charge of the Seal of the Society, and of the Certificates of Membership, which he shall have filled up, signed, sealed, and forwarded to members. He shall make no payments of money belonging to the Society, except on an order from the President, countersigned by the Chairman of the Finance Committee, and shall retain written vouchers of all such payments made, and submit the same to the Society at the last meeting in March in each year, when he shall make an exact report of the financial condition of the Society, and hand over all monies, books, and documents in his possession to his successor in office.

5th. The CURATOR shall receive all donations and purchases of coins and antiquities, shall compile an accurate Catalogue of the same, with names of donors, cost, and other information concerning them; and shall keep the same in order and safety. He shall at all times afford free access to the Collection and the Catalogue to all members of the Society, and shall make an annual report to the Society of the condition of the same at the last meeting in March. He

shall also make occasional special reports, from time to time as the interests of the Society may demand, on call of the President.

6th. The LIBRARIAN shall take charge of all books belonging to the Society, affording the members free access to the same and to the Catalogue of them, which he shall cause to be compiled. He shall report the condition of the Library to the Society at the last meeting in March.

CHAPTER II.

OF COMMITTEES.

1st. The Standing Committees of this Society shall comprise as follows:

A Committee of three on American Coins and Medals.
" " Foreign " "
" " American Archæology.
" " Foreign "
" " Library and Transactions.
" " Autographs and Manuscripts.
" " Paper Money.
" " Finance.

They shall be appointed by the President at the next meeting following his election.

2d. To these Committees, excepting that on Finance, shall be referred all questions belonging to their several departments, and they shall, in all cases, report on such questions at the earliest convenient moment, or furnish satisfactory excuse to the Society for non-compliance with this rule.

Besides the above, the President may, from time to time, appoint Special Committees to consider special questions, and such Committees shall report at their earliest convenience, and on their report being accepted shall be dismissed from further consideration of the subject before them.

3d. To the Committee on Finance shall be submitted all questions comprehending disbursement of money. They shall audit all accounts against the Society, and also the account of the Treasurer as presented in his annual report, and shall report at the first meetings in April, July, October, and January, respectively, the existing financial condition of the Society, its assets and liabilities. The Chairman of the Finance Committee shall countersign all orders on the Treasurer for money.

CHAPTER III.

ON INITIATION FEES, ANNUAL DUES, ETC.

1st. The Initiation Fee of persons elected resident members of this Society shall be Five Dollars, and the Annual Dues shall be Five Dollars, payable semi-annually at the first meetings in April and October. Any one elected between those meetings shall pay Fifty Cents per month until the semi-annual meeting next succeeding his election.

2d. Any member paying the sum of Thirty Dollars, at any one time, into the Treasury of the Society, may become a life member.

3d. Corresponding members shall be charged a fee for Certificate of Membership of Five Dollars.

4th. Resident members will be entitled to a Certificate of Membership on paying Two Dollars, and honorary members without cost.

CHAPTER IV.

OF MEETINGS.

1st. There shall be regular meetings of the Society held on the second and fourth Thursdays in each month, at which five shall constitute a quorum, and of which due notice shall be served on each member by the Recording Secretary.

2d. At the quarterly meetings on the second Thursday in July, October, and January, the report of the Finance Committee shall take precedence over all miscellaneous business. At the annual meeting, on the fourth Thursday in March, the reports of the Treasurer, Corresponding Secretary, and Librarian shall take precedence of all miscellaneous business, and all reports of officers and Committees shall be uniform in style, and shall be bound with the President's address at the end of each year, becoming the archives of the Society. Also the regular payments of dues shall be made at the first meetings in April and October respectively.

3d. Special meetings may be called by the President, or at the request of any three other officers of the Society.

4th. At all regular meetings of the Society the hour of meeting shall be half-past 7 o'clock.

5th. During the summer months the Society may adjourn over to such time as shall be decided by a majority at a regular meeting.

CHAPTER V.

OF TRANSACTIONS.

1st. At the regular meetings on the second Thursdays of February, April, June, October, and December, a paper shall be read by a member of the Society on some topic of interest to the Society, the reader to be designated by the President at the last preceding meeting.

2d. These papers shall be handed over to the Committee on Transactions, by whom, at the end of the year, a selection shall be made from time to time, and, with a selection from the reports, and the proceedings of the Society, they shall, on demand of the Society, be published as an annual volume of transactions.

CHAPTER VI.

OF BUSINESS.

1st. The order of business at regular meetings shall be as follows :

1. List of members present recorded and read by the Recording Secretary.
2. Minutes of the last regular meeting read and approved.
3. Reports of Standing Committees.
4. Reports of Special Committees.
5. Unfinished business.
6. Donations received and recorded.
7. Written communications read by Corresponding Secretary.
8. Verbal communications.
9. New members elected.
10. Miscellaneous business—reading papers or addresses to take precedence.
11. Adjournment.

CHAPTER VII.

OF ALTERATIONS OF THE BY-LAWS.

1st. These By-Laws shall not be altered or amended, except by a two-thirds vote of all the members present at a regular meeting, the proposed alteration having been submitted at a previous meeting in writing, and all the resident members having been notified of the same by the Recording Secretary.

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